

Groups

Blackboard allows you to create groups within your course and apply them to graded content such as assignments, tests, and discussions.

Creating Custom Groups

1. Log in to Blackboard and access your course.
2. From the *Details & Actions* pane, click **Course Groups**.
3. Click **New Group Set** in the upper right corner.
4. Enter a **name** for the group set. A group set is the overarching theme for the groups.
5. From the *Group students* menu, select **Custom**.
6. Select the **plus sign** in the center of the screen to begin building groups.
7. Mouse over the group name to edit the name.
8. Continue **steps 6 and 7** until all groups are created.
9. Select the **☰** icon next to a student's name to assign them to a group.

IDDC Pro Tip: Select multiple student names to assign them at the same time.

10. Click **Save**.

Creating Random Groups

1. Log in to Blackboard and access your course.
2. From the *Details & Actions* pane, click **Course Groups**.
3. Enter a **name** for the group set. A group set is the overarching theme for the groups.
4. From the *Group students* menu, select **Randomly assign**.
5. In the *Number of groups* menu, select how many groups to create.
The groups are automatically created.
6. Mouse over the group name to edit the name.
7. Click **Save**.

Assigning Groups to Assessments

1. Log in to Blackboard and access your course.
2. Select the **assessment item** (assignment, test, discussion).
3. Click the **settings icon** in the upper right corner to adjust the settings.
4. Click **Assign to groups**.
5. Create new groups or choose existing groups from the *group students* drop-down menu.
6. Click **Save**.
7. Click **Save** to save the assessment settings.